



Planning Board Report

Town Council – Planning Board Meeting
September 27, 2010



Introduction

1. Planning Board Members
2. Goals of Meeting
 - a. Planning Board status report
 - b. Council decisions on what to pursue
3. Presentation Outline
 - a. Zoning Text Amendments & Ordinances
 - b. Long Range Planning Projects & White Papers
 - c. Discussion Topics
4. Time constraint



ZTAs & Ordinances

1. Current Activities

- a. Wind Generation Facilities (draft ordinance)
- b. Stormwater Management (draft ordinance)
- c. Height Calculation (draft text amendment)



Wind Generation Facilities (draft ordinance)

1. Issue / Problem

- a. Current ordinance prohibits installation of wind generators
- b. Growing demand for installation of wind generators

2. Goal / Purpose

- a. Revise existing ordinance to permit wind generators

3. Status

- a. Assessment of wind generators & associated problems
 - Design & safety standards for wind facilities & for connection to grid
 - Annual safety inspection & renewal process
 - Permit application requirements
- b. Draft wind generator ordinance

4. Next Steps

- a. Complete draft wind generation ordinance

5. Pursue?



Stormwater Management (draft ordinance)

1. Issue / Problem

- a. Stormwater problems are significant and complex
- b. Problems include flooding & erosion

2. Goal / Purpose

- a. Reduce flooding on Town roads and in areas where localized flooding occurs

3. Status

- a. Assessment of stormwater problems (complete)
 - Assessment reports (3)
 - Stormwater Management Report (summary & recommendations)
 - Ongoing financial support for stormwater management
 - Revise stormwater ordinance
 - Develop / adopt stormwater management plan
 - Stormwater Implementation Committee



Stormwater Management (draft ordinance)

3. Status (cont.)

b. Underway

- Evaluate approaches to be taken to minimize stormwater impacts
- Make transportation, height calculation, lot disturbance & stormwater activities consistent
- Draft stormwater management ordinance

4. Next Steps

- a. Complete stormwater management draft ordinance
- b. Public workshop
- c. Revision of draft stormwater management ordinance
- d. Presentation to Planning Board
- e. Presentation to Town Council

5. Pursue?



Height Calculation (ZTA)

1. Issue / Problem

a. Current method

- Different from rest of jurisdictions in Dare County
- May encourage excessive fill and/or grading of lots & clear cutting
- May make designing & placement of structure on lot difficult
- May result in stormwater drainage problems
- May adversely impact value and / or sale of lot

2. Goal / Purpose

- a. Improve value & desirability of lots
- b. Reduce excessive fill, excessive grading, clear cutting & stormwater problems
- c. Improve design & placement of structure on lot
- d. Reduce “wear & tear” on Town streets



Height Calculation (ZTA)

3. Status

- a. Draft ordinance approved by Planning Board & submitted to Council
- b. Council reviewed draft ordinance & returned to Planning Board for changes

4. Next Steps

- a. Evaluation of stormwater considerations & blockage of view concerns
- b. Builders, citizen & civics input
- c. Consistency between / among related ordinances
- d. Revise draft ordinance
- e. Presentation to Planning Board

5. Pursue?



ZTAs & Ordinances

2. Potential Activities

- a. Subdivision (proposed text amendment)
- b. Lot Disturbance (proposed text amendment)



Subdivision (ZTA)

1. Issue / Problem

- a. Both major and minor subdivisions must currently undergo Planning Board review, public hearing and Town Council approval

2. Goal / Purpose

- a. Differentiate between major and minor subdivisions
- b. Simplify the approval process for minor subdivisions

3. Status

- a. Pending
- b. Potential approach
 - Minor subdivisions to be administrative review only
 - Major subdivisions will still require Planning Board review, public hearing, and Town Council approval

4. Pursue?



Lot Disturbance (ZTA)

1. Issue / Problem

- a. Some undeveloped lots are hard to develop due to significant sloping, holes or drainage problems

2. Goal / Purpose

- a. Prevent excessive fill and/or grading & lot clearance
- b. Prevent unwise siting of structures on lots with depressions & significant sloping
- c. Improve stormwater management at the lot level
- d. Consistency between / among related ordinances

3. Status

- a. Pending

4. Pursue?



Long Range Plans & White Papers

1. Current Activities

- a. CAMA Land Use Plan
- b. Transportation Infrastructure Plan
- c. Wind Generation Facilities Plan (White Paper)
- d. Citizen Communication Plan (White Paper)



CAMA Land Use Plan (LUP)

1. Issue / Problem
 - a. CAMA requires TOSS LUP to be updated every five years
 - b. TOSS LUP last updated in 1997
2. Goal / Purpose
 - a. Update Town LUP
3. Status
 - a. LUP has been updated & approved by Planning Board
 - b. LUP sent to Council for approval & remainder of review process
4. Next Steps
 - a. Council review / approval of LUP
 - b. Town Manager oversee remainder of review & approval process
5. Pursue?



Transportation Infrastructure Plan

1. Issue / Problem

- a. Piecemeal & inconsistent decisions on transportation infrastructure, public safety, and traffic control
- b. Existing roads & pathways don't always ensure the safe and efficient movement of pedestrians, vehicles and emergency equipment

2. Goal / Purpose

- a. Provide a policy framework for Council decision making regarding transportation strategy, traffic control, public safety and / or transportation infrastructure



Transportation Infrastructure Plan (cont.)

3. Status

a. Approved / Completed

- Policy 1 – Construction and performance standards for all town owned roads shall be defined and evaluated according to the classification of each roadway.
 - Action Item 1.a. - Adopt the three tier road classification system.
- Policy 2 – Enact volume, weight and speed control measures on a permanent or seasonal basis as needed to ensure the safe and efficient movement of vehicles, emergency equipment, bicycles and pedestrians within and through town.
 - Action Item 2.b. - Enact an ordinance that limits the weight of vehicles that use town roads to 5 tons or less.
- Policy 3 – Prevent the pooling or collection of stormwater on or adjacent to town owned roadways.



Transportation Infrastructure Plan (cont.)

a. Approved / Completed (cont.)

- Policy 4 – Design and build all multi-use pathways / walkways to follow an overall pattern that ties multi-use pathways and walkways together in a safe, inter-connected system.
- Policy 6 - Be proactive in educating residents, property owners, visitors and the business community regarding pedestrian, non-motorized and low speed vehicle access to and use of Town owned roadways.
- Policy 7 – Promote interconnectivity of roads within Town.
- Evaluation of cut-through traffic problem
- Assess the condition of Town roads
- Determine what information should be considered for a project to be considered in the CIP cycle



Transportation Infrastructure Plan (cont.)

b. Underway

- Additional policies & associated action items
- Framework for decision making whenever a street is altered or repaired (guiding principles)
 - Safety first
 - Roads are for vehicles, not pedestrians
 - Vehicles & pedestrians separated on primary & secondary roads
 - Different road classes are appropriate for different purposes
 - All stakeholders have input to planning process
 - Work on a street should take into account all factors that impact that street & connected streets



Transportation Infrastructure Plan (cont.)

4. Next Steps

- a. Finalize additional policies & associated action items
- b. Planning Board adoption of additional policies, associated action items & framework for decision making
- c. Council adoption of additional policies & associated action items
- d. Council adoption & implementation of comprehensive transportation plan (framework for decision making) (policy framework)

5. Pursue?



Wind Generation Facilities

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2. Goal / Purpose

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3. Status

- a. Assessment of wind generators & associated problems
 - Design & safety standards for wind facilities & for connections to grid
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 - Permit application requirements
- b. Draft wind generator white paper

4. Next Steps

- a. Complete draft wind generation white paper

5. Pursue?



Citizen Communication Plan

1. Issue / Problem

- a. Need to more effectively inform citizens & civic associations about TOSS activities, issues and proposals
- b. It is difficult to obtain citizen & civic association feedback / input to the municipal planning and decision making process

2. Goal / Purpose

- a. Improve communication with citizens & civic associations

3. Status

- a. Council requested communication “white paper”
- b. SOW developed
- c. Team has been identified & efforts have started

4. Next Steps

- a. Complete draft citizens communication plan (“white paper”)
- b. Conduct a citizens forum on outreach options

5. Pursue?



Long Range Plans & White Papers

2. Potential Long Range Plans / White Papers
 - a. Town & Civic Association Properties
 - Parks & recreation
 - Parking
 - b. Hazard Mitigation (5-year update)



Potential Long Range Plans

Town & Civic Associations Properties - Parks & Rec

1. Issue / Problem
 - a. Currently Town does not own any common areas and/or open space
 - b. Planning Board's powers & duties include preparing & coordinating plans for parks, playgrounds & open spaces
 - c. Town's future role in & relationship to civics on parks & recreational facilities not clear
2. Goal / Purpose
 - a. Clarify the Town's position on the protection, preservation, maintenance & use of Civics' common areas
3. Status
 - a. Pending
4. Pursue?



Potential Long Range Plans

Town & Civic Associations Properties – Parking

1. Issue / Problem
 - a. Parking for beach & sound accesses is greatly limited
 - b. Town & civics have separate parking facilities & “stickers”
 - c. Tourists often confused about where they can park & what “stickers” they must have
2. Goal / Purpose
 - a. Reduce the confusion about / simplify requirements for parking
3. Status
 - a. Pending
4. Pursue?



Potential Long Range plans (cont.)

Hazard Mitigation

1. Issue / Problem
 - a. Hazard mitigation plan update required every five years
2. Goal / Purpose
 - a. Update hazard mitigation plan
3. Status
 - a. Inactive
 - b. "Reconstruction" not part of current plan
4. Pursue?



Discussion Topics

1. Improved Communications with Town Council
2. Interaction with Town Staff, Town Attorney & Town Engineer



Improvement of Communications with Town Council

1. Issue / Problem

- a. Communication between Town Council and Planning Board needs improvement

2. Current Efforts

- a. Minutes / recaps of Planning Board meetings
- b. Oral reports at Council meeting (Planning Board) (Town Planner)
- c. SOWs for Planning Board projects
- d. Periodic joint Town Council – Planning Board meetings
- e. Planning Board meetings restructured to mirror Town Council meetings

3. Additional Communication Efforts Needed?



Interaction with Town's Staff, Town Attorney & Town Engineer

1. Issue / Problem

- a. Concern that Planning Board members will contact Town staff, Town attorney, or Town engineer and unnecessarily increase costs to Town

2. Goal / Purpose

- a. To clarify Planning Board procedures for interaction with Town staff, Town attorney, & Town engineer

3. Proposed Procedures

- a. Town staff - Work directly with Haskett and/or Smith
- b. Town attorney – Work through Haskett and/or Smith
- c. Town engineer – Work through Haskett and/or Smith